

Backing Up Your Computer

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Why Back Up

- Hard drives fail
 - 1 in 10 hard drives fail each year & 13% fail during the first year
 - Average life of a hard drive is 5 years
- Data can be lost
 - From viruses, accidental deleting of files, children or grandchildren 'helping' you, fire, theft, natural disaster, power surges, drive failure
- So... Make a plan
 - Plan, See if it works, Restore test data

What Does It Mean to Back Up

- There are 2 types of back ups
 - **Full** copies everything on the hard drive
 - **Selective** is a back up of selected files
- And 2 ways to keep current
 - **Incremental** copies only data that has changed and may be difficult to restore
 - **Differential** creates a new copy of a file that has been changed and is easier to restore

When Should I Back Up

- Whenever you add new data of significance to your computer files
- Depending on usage, at least once a month
- For photos try a 3 part plan
 - Print most treasured
 - Back up photos to CD/DVD
 - Store online

Where Should I Back Up

- CD-R has 800 MB
- DVD-R has up to 4.7 GB
- USB Thumb Drives up to 64 GB

- Easy to cut/paste or click/drag selected files
- Secondary Hard Drive
- Network-Attached Storage – 500 GB+
 - Not easily transported
- Online Back Up
 - Off site and retrievable on other computers

What Should I Back Up

- Select files such as
 - Documents and Settings
 - My Documents
 - Bookmarks/Favorites
 - Music
 - Email and your address book
 - Financial and Medical information
 - Photos
 - Passwords
 - Games that accumulate points

How Am I Going to Do This?

- Both Windows XP and Vista have back up programs
 - We'll take a look at Windows XP tonight
 - Vista has a 'Backup And Restore Center' that is very simple to use, doesn't cost any more, is supported and updated by Microsoft
 - Disadvantage to Microsoft backups is that they are simplistic and limited compared to third-party backup software

Software

- Most third-party programs cost \$40-\$70
- Some include virus scanning tools
- Many programs offer free trials so you can test the different applications before you buy
- Mentioned in *Smart Computing*
 - True Image Home 2009; PC Backup Pro 8.0; Genie Backup Manager Home 8.0

Online Backing Up

- **Carbonite** is automatic and secure

- Encrypted both coming and going
- Once set up, automatically keeps track of changes to data by running in the background
- You can restore to any computer
- Unlimited space at about \$4.50 a month
- **Mozy.com**
 - Offers a free version
 - You schedule the times to back up
 - Will back up Outlook files
 - About \$4.95 a month

Specifically Backing Up Email

- MailStore Home is a free downloadable program
 - “Enables you to backup all your email messages from multiple applications and accounts into one secure and persistent archive. Lightning-fast search, one-click backup, powerful export - all information from your email is at your fingertips anytime.”
 - <http://www.mailstore.com/en/mailstore-home.aspx>

Summing It Up

- 43% of computer users delete/lose irreplaceable files and hard drives do fail
- Back up regularly -- at least once a month
- Google ‘backing up’ for more information
 - 11,500,000 results

Smart Computing, January 2009, was used for reference in this presentation along with other sources